

American Government

POLS-1101

Fall 2020 Section E06 3 Credits 08/12/2020 to 12/05/2020 Modified 08/11/2020

Description

A study of government and politics, including the philosophical and constitutional foundations, governing institutions, political behavior and major public policy issues. (This course satisfies the State legislative requirement concerning the United States Constitution and the Georgia Constitution). For more information on this institution's eCore courses, please see <http://www.westga.edu/ecore/>

Requisites

Prerequisites:

Corequisites:

Contact Information

Janet Gubbins

University of West Georgia

Carrollton, Ga

Office Phone Number: (678) 839-0630

E-mail address: jgubbins@westga.edu

Office hours:

I'm online and accessible via the Instant Message tool, on most evenings Mon- Thurs between 9-9pm. You can also call my office # or call/TEXT my cell phone any time before 9pm Eastern Time (redacted) or email me to set up a specific time and date to talk.

NOTICE: Please use the internal course e-mail for general correspondence. I provide my external e-mail address for emergencies only. I cannot answer questions, accept assignments, or discuss grades via external e-mail so please use it for emergencies only.

Response Time: Unless you are notified otherwise, I will work to respond to all student questions and emails within 24 hours during the week and within 48 hours during the weekend.

Meeting Times

Attendance, Participation, and Time Commitment

Although this is a 100% online class and you do not have to be online or meet at any specific time, "attendance" and participation are required. You will be expected to participate in ongoing discussions of the lesson topics and to interact with other students and your instructor regularly. It is expected that you will demonstrate a positive attitude and courtesy toward other participants in the discussion and observe good discussion netiquette. Be sure to read and observe the following procedures:

- You are a guest in the instructor's classroom, so be sure to observe the class rules.
- Practice manners and civility, and be polite and respectful of your instructor and classmates in all your communication.
- Respect your instructor, and be on time in your work submissions.
- Keep your instructor informed of your status.
- Address your instructor as Professor or Doctor.

- Use correct grammar and punctuation in all your communication ('Dear Professor xxx' not 'Hey').
- Accept your instructor's feedback and learn from it.

In the online environment, problems associated with power outages, networks being down, and ISP troubles inevitably result in legitimate reasons for delays, however, you should still be prepared to deliver your work by the stated deadlines. If you have a problem, let your instructor know as soon as possible. The student who repeatedly turns in late work will be subject to penalties.

Time Commitment

Taking an online course is not easier or faster. On the contrary, it will take as much time as taking a face-to-face class or more. If you normally go to class 3 hours per week per course, you will need to devote that same amount of time to your online course. In addition to online time, you should spend time studying and working with course materials several hours per week offline. It will be helpful to set aside regular study time when you can work uninterrupted. Offline time could be spent in composing messages to post online, reading, studying, and working homework problems.

The amount of time it will take you to complete the work for the course will depend on many factors, which will vary with each individual. Students can expect to spend anywhere from 8 - 15 hours per week on this course. Consult the course Calendar and your instructor to be sure you are on schedule, keeping up with the material and taking quizzes on time.

As a general rule, in this course you will be expected to:

- Log in regularly to check messages from your instructor and other students.
- Check the Calendar for announcements from your instructor.
- Study, read online materials, and work all assigned problems for each lesson.
- Complete all course work and assignments in the time allowed.

Conduct

You are expected to refrain from profanity, crudeness, and slurs of any kind. In other words, you are expected to behave and treat your fellow students and instructor fairly, just as you would in the traditional classroom.

Just as you would listen to others speak in the classroom, you are expected to read and respond politely and thoughtfully to others in the online course. You are expected to refrain from crude or unbecoming comments and be supportive to the class. Proper conduct applies to all forms of communication in the course.

Attendance Verification Requirement

Deadline Fri Aug 20

Online - complete Mandatory Attendance Quiz AND the Introductions discussion activity

IMPORTANT - In order to confirm your attendance and participation in this course, you must complete the Mandatory Attendance Quiz AND the Introductions discussion activity by August 20th. BOTH of these activities are required and can be found within the START HERE module.

Please note: failure to complete these activities may result in you being removed from the course.

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Materials

Free Open-Source Textbook

USG has explored cost-reducing options for students and currently offers open source texts for this course. The term *open* implies information or technology that is shared freely without copyright restrictions. As a member of USG, UWG is able to easily adopt this same free textbook.

The open texts for this course allow students to read, download, and/or print the book at no cost. The assigned chapters are embedded in each of the six units that make up the course.

Title	The Basics of American Government
Author	Carl D. Cavalli
Contributors	Maria J. Albo, Ross C. Alexander, Carl D. Cavalli, Barry D. Friedman, Craig B. Greathouse, Jonathan S. Miner, Brian M. Murphy, K. Michael Reese, Charles H. "Trey" Wilson III, Mary Catherine Beutel
Publisher	University of North Georgia Press
Edition/Year	2017
Required /Optional?	REQUIRED
Access	A PDF version of the text is embedded within the course content; however, you can download the full-text or purchase a printed copy of the text by accessing the following link: https://web.ung.edu/media/university-press/basics%20of%20american%20government-third%20edition-100917.pdf?t=1522431382722

Outcomes

After completing this course, you will be able to:

- Demonstrate a knowledge of the historical background, foundations, origins, content, and application of the U. S. Constitution and the Bill of Rights.
- Demonstrate a knowledge of the Georgia Constitution.
- Identify the Institutions and processes of the three branches of government.
- Develop an awareness of current political issues and the policy-making process, both domestic and global.
- Analyze the nature of Democratic politics in terms of political behavior (e.g. ideology, public opinion) and linking institutions (e.g. parties, interest groups, media).
- Demonstrate an understanding of the cause and effect relationships in society.
- Recognize differing perspectives and points of view.
- Construct and analyze arguments.

Evaluation

Criteria

Extra Credit:

In addition to the information below, the instructor reserves the right to offer extra credit points throughout the semester. The points will be added to the student's Final Exam score. For example, for most weekly discussions, students can earn an extra point if they make their initial Post at least one day prior to the due date.

As of the writing of this syllabus, the Extra Credit discussion points add up to a total of 7 extra points that can be earned towards a student's final exam score.

Log in often, as many other extra credit opportunities may not be posted throughout the semester and without much warning.

Type	Weight	Topic	Notes
Discussions	30%	Participation & Discussions	Due weekly or bi-weekly, usually on Mondays at midnight; See dates below or on class Calendar

Type	Weight	Topic	Notes
Quizzes	20%	Assessment	Due weekly or bi-weekly, usually on Mondays at midnight; See dates below or on class Calendar. These weekly quizzes are open book and you may review your submissions. You get 3 attempts and the highest grade counts. The weekly quiz questions will help you prepare for the cumulative Midterm and Final Exam. These exams are not proctored but will be tightly timed (only 1 attempt).
Assignment (Paper)	20%	Writing Assignment	See class Calendar: EITHER Lesson 3 Paper Due ?? OR Lesson 6 paper due by ?? Choose ONE topic/ one paper.
Quiz (Midterm Exam)	15%	Midterm Exam covering Lessons 1-4	Availability opens June 17th and ends June 21st at midnight
Quiz (Final Exam)	15%	Final Exam covering Lessons 1-8	Availability opens June 17th and ends June 21st at midnight

Breakdown

Grade Scale

Grades are based on student performance and capability. Simply turning in all the assignments does not guarantee that the student will receive a "good grade." To receive a higher grade, a student must demonstrate proficiency in the material. For different students, gaining that proficiency requires different levels of work, because not all students walk into the class with the same aptitude for the course content. The standards for the respective grades are as follows:

Grade Turnaround: All assignments and assessments will be graded within one week's time. Instructor will provide comments along with grade as necessary for feedback.

Grade	Range	Notes
A	90 to 100	A – To achieve this grade you must display superior performance in his/her course work. This includes demonstrating the ability to process and comprehend complex ideas, and to be able to convey those ideas to others in a clear, intelligent manner. An "A" student will go beyond simple requirements and seek to excel in his/her preparation for and presentation of assigned work. He/she will demonstrate excellence in communication skills and the ability to contextualize material.
B	80 to 89	B – To achieve this grade you need to display above average performance in your course work, including demonstrating the ability to process and comprehend complex ideas, while being able to convey those ideas in a clear, intelligent manner. As a "B" student you will also go beyond minimum requirements in terms of preparation and presentation of assigned work. You will demonstrate above average communication skills and ability to contextualize material.
C	70 to 79	C – For this grade, you must meet the minimum requirements for the course, displaying adequate performance in his/her course work, and adequately demonstrate the ability to comprehend complex ideas, while also being able to convey those ideas in a like manner. A "C" student demonstrates competence in terms of preparation and presentation of assigned work. You will demonstrate adequate communication skills and ability to contextualize materials.
D	60 to 69	D – A student receiving this grade is performing below the minimum requirements for the course. This could include failure to complete or turn in assignments on a timely basis, or failure to adequately demonstrate the ability to comprehend or convey complex ideas. A "D" indicates that your performance is below the average in terms of preparation and presentation of assigned work. You may not be demonstrating adequate communication skills or ability to contextualize materials.
F	0 to 59	F – If you receive an F, you have failed to meet the requirements of the course, including failure to complete or turn in assignments, or failure to demonstrate the ability to comprehend or convey complex ideas. An "F" student has not performed in a manner satisfactory to the standards of the class

Assignments

Schedule

The UWG Fall Academic Sessions Calendars are located at The UWG Scoop website. This is important to know, should the calendar change at any point: <https://www.westga.edu/student-services/registrar/the-scoop.php>

Highlights from the UWG Fall 2020 UWG Full Term classes (not eCore), as they apply to this class:

- Fall 2020 Classes Begin - Aug 12
- Open Drop/Add period ends at 11:59pm on Aug 18th
- Fee payment deadline ends at 11:59pm on Aug 19th
- Labor Day Holiday - Sept 7th - no classes, offices closed
- Last day to Withdraw with a grade of a W - Oct 5th (be warned, you only get 6 and this could negatively impact your financial aid. BE SURE to discuss any plans to withdraw with me first)
- *Fall 2020 Classes End - November 25th (*this is a change to the previously planned schedule; we are ending classes before Thanksgiving)
- Thanksgiving Break - Nov 26-27 - no classes, offices open Nov 23-25 only
- Fall Final Exam Week - November 30th - Dec 5th
- Final Grades due Dec 7
- Fall Graduation - Dec 12

The following lessons are covered in this course. The Lessons typically run Wednesday through Wednesday; some lessons will be 2 weeks long. **All Lessons and assigned tasks are OPEN so that you can complete work ahead of time.** Just do not forget to go back and *respond thoughtfully* to the class discussions each week.

- **START HERE Module - (Aug 12- DUE Aug 20) Begin Aug 12th.** These Introductory tasks are DUE before MIDNIGHT on August 20th. **Failure to complete these tasks by this deadline means that you will be reported as non-attending and taken out of the class.**
 - Mandatory Attendance Quiz - due Aug 20
 - Introduction Discussion - due Aug 20
- **Lesson 1 - Democratic Government and the U.S. Constitution (2 weeks long: Aug 12 - Aug 26)**
 - Lesson 1 Discussion - Initial Post due before midnight on Aug 20th. Replies due by Aug 26. Early posts get 1 extra point on Final Exam.
 - Lesson 1 Quiz - due Aug 26
- **Lesson 2 - Federalism and the Georgia Constitution (2 weeks long: Aug 26 - Sept 9)**
 - Lesson 2 Discussion - Initial Post due before midnight on Sept 2. Replies due by Sept 9. Early posts get 1 extra point on Final Exam.
 - Lesson 2 Quiz - due Sept 9
- **Lesson 3 - Media, Socialization, and Public Opinion (2 weeks long: Sept 9 - Sep 23)**
 - Lesson 3 Discussion - Initial Post due before midnight on Sept 16. Replies due by Sept 23. Early posts get 1 extra point on Final Exam.
 - **Lesson 3 Assignment (Writing Assignment: Paper) - due Sep 23**
 - Lesson 3 Quiz - due Sep 23
- **Lesson 4 - Political Participation, Campaigns, and Political Parties (1 week long: Sep 23 - Sep 30)**
 - Lesson 4 Discussion - due Sept 30, early posts get 1 extra point on Final Exam
 - Lesson 4 Quiz - due Sep 30
 - Quiz: Midterm Exam, covering Lessons 1-4 weekly quizzes - due date extended to Oct 14
- **MIDTERM Exam is available under Lesson 4 Module and under "Assessments" link above. It is NOT proctored. The Midterm Opens on Sep 23 and closes on Oct 14th by midnight.**
- **Lesson 5 - Congress (2 weeks long: Sept 30 - Oct 14)**
 - Lesson 5 Discussion - Initial Post due before midnight on Oct 7. Replies due by Oct 14. Early posts get 1 extra point on Final Exam.
 - Lesson 5 Quiz - due Oct 14
- **Lesson 6 - Presidency and Bureaucracy (2 weeks long: Oct 14 - Oct 28)**

- Lesson 6 Discussion - Initial Post due before midnight on Oct 21. Replies due by Oct 28. Early posts get 1 extra point on Final Exam.
- Lesson 6 Assignment (Writing Assignment: Paper) - due Oct 28
- Lesson 6 Quiz - due Oct 28
- Lesson 7 - The Judiciary, Civil Rights, and Civil Liberties (2 weeks long: Oct 28 - Nov 11)
 - Lesson 7 Discussion - Initial Post due before midnight on Nov 4. Replies due by Nov 11. Early posts get 1 extra point on Final Exam.
 - Lesson 7 Quiz - due Nov 11
- Lesson 8 - Political Issues and Policymaking (2 weeks long: Nov 11 - Nov 25)
 - Lesson 8 Discussion - Initial Post due before midnight on Nov 18. Replies due by Nov 25. Early posts get 1 extra point on Final Exam.
 - Lesson 8 Quiz - due Nov 25
- Last day of class - November 25th: All make-up work is DUE - no exceptions
- Quiz: FINAL Exam is available under Lesson 8 Module and under "Assessments" link above. It is not proctored. Availability opens Nov 11th and ends Dec 5th at midnight. Covers lessons 1-8 weekly quizzes.

* Course Policies and Resources

Late Policy

In most cases, without an acceptable reason communicated to the instructor:

Late Assignments/ Paper: 5 points deducted for each day (24 hr period) late

Late Quizzes: 5 points deducted for each day (24 hr period) late

Late Discussions: 5 points deducted for each day (24 hr period) late

Institutional Policies

Academic Support

Accessibility Services: Students with a documented disability may work with UWG Accessibility Services to receive essential services specific to their disability. All entitlements to accommodations are based on documentation and USG Board of Regents standards. If a student needs course adaptations or accommodations because of a disability or chronic illness, or if he/she needs to make special arrangements in case the building must be evacuated, the student should notify his/her instructor in writing and provide a copy of his/her Student Accommodations Report (SAR), which is available only from Accessibility Services. Faculty cannot offer accommodations without timely receipt of the SAR; further, no retroactive accommodations will be given. For more information, please contact [Accessibility Services \(https://www.westga.edu/student-services/counseling/accessibility-services.php\)](https://www.westga.edu/student-services/counseling/accessibility-services.php).

Center for Academic Success: The [Center for Academic Success \(http://www.westga.edu/cas/\)](http://www.westga.edu/cas/) provides services, programs, and opportunities to help all undergraduate students succeed academically. For more information, contact them: 678-839-6280 or cas@westga.edu.

University Writing Center: The [University Writing Center \(https://www.westga.edu/writing/\)](https://www.westga.edu/writing/) assists students with all areas of the writing process. For more information, contact them: 678-839-6513 or writing@westga.edu.

Online Courses

UWG takes students' privacy concerns seriously: technology-enhanced and partially and fully online courses use sites and entities beyond UWG and students have the right to know the privacy policies of these entities. For more information on privacy and accessibility for the most commonly used sites, as well as technology requirements visit the [UWG Online \(https://uwgonline.westga.edu/\)](https://uwgonline.westga.edu/) site.

Students enrolled in online courses can find answers to many of their questions in the [Online/Off-Campus Student Guide \(http://uwgonline.westga.edu/online-student-guide.php\)](http://uwgonline.westga.edu/online-student-guide.php).

If a student is experiencing distress and needs help, please see the resources available at the [UWG Cares \(http://www.westga.edu/UWGCares/\)](http://www.westga.edu/UWGCares/) site. [Online counseling \(https://www.westga.edu/student-services/counseling/index.php\)](https://www.westga.edu/student-services/counseling/index.php) is also available for online students.

Honor Code

At the University of West Georgia, we believe that academic and personal integrity are based upon honesty, trust, fairness, respect, and responsibility. Students at West Georgia assume responsibility for upholding the honor code. West Georgia students pledge to refrain from engaging in acts that do not maintain academic and personal integrity. These include, but are not limited to, plagiarism, cheating, fabrication, aid of academic dishonesty, lying, bribery or threats, and stealing.

The University of West Georgia maintains and monitors a confidential Academic Dishonesty Tracking System. This database collects and reports patterns of repeated student violations across all the Colleges, the Ingram Library, and the School of Nursing. Each incidence of academic dishonesty is subject to review and consideration by the instructor, and is subject to a range of academic penalties including, but not limited to, failing the assignment and/or failing the course. Student conduct sanctions range from verbal warning to suspension or expulsion depending on the magnitude of the offense and/or number of offenses. The incident becomes part of the student's conduct record at UWG.

Additionally, the student is responsible for safeguarding his/her computer account. The student's account and network connection are for his/her individual use. A computer account is to be used only by the person to whom it has been issued. The student is responsible for all actions originating through his/her account or network connection. Students must not impersonate others or misrepresent or conceal their identities in electronic messages and actions. For more information on the University of West Georgia Honor Code, please see the [Student Handbook \(https://www.westga.edu/administration/vpsa/handbook-code-of-conduct.php\)](https://www.westga.edu/administration/vpsa/handbook-code-of-conduct.php).

UWG Email Policy

University of West Georgia students are provided a MyUWG e-mail account. The University considers this account to be an official means of communication between the University and the student. The purpose of the official use of the student e-mail account is to provide an effective means of communicating important university related information to UWG students in a timely manner. It is the student's responsibility to check his or her email.

Credit Hour Policy

The University of West Georgia grants one semester hour of credit for work equivalent to a minimum of one hour (50 minutes) of in-class or other direct faculty instruction AND two hours of student work outside of class per week for approximately fifteen weeks. For each course, the course syllabus will document the amount of in-class (or other direct faculty instruction) and out-of-class work required to earn the credit hour(s) assigned to the course. Out-of-class work will include all forms of credit-bearing activity, including but not limited to assignments, readings, observations, and musical practice. Where available, the university grants academic credit for students who verify via competency-based testing, that they have accomplished the learning outcomes associated with a course that would normally meet the requirements outlined above (e.g. AP credit, CLEP, and departmental exams).

HB 280 (Campus Carry)

UWG follows University System of Georgia (USG) guidance: [http://www.usg.edu/hb280/additional_information# \(http://www.usg.edu/hb280/additional_information\)](http://www.usg.edu/hb280/additional_information#)

You may also visit our website for help with USG Guidance: [https://www.westga.edu/police/campus-carry.php \(https://www.westga.edu/police/campus-carry.php\)](https://www.westga.edu/police/campus-carry.php)

Mental Health Support

If you or another student find that you are experiencing a mental health issue, free confidential services are available on campus in the [Counseling Center](#). Students who have experienced sexual or domestic violence may receive confidential medical and advocacy services with the Patient Advocates in [Health Services](#). To report a concern anonymously, please go to [UWGCares](#).

ELL Resources

If you are a student having difficulty with English language skills, and / or U.S. culture is not your home culture, specialized resources are available to help you succeed. Please visit the [E.L.L. resource page](#) for more information.

COVID-19

Proctored Exams/Online Instruction: Students should be aware and plan ahead for the possibility of having to complete all courses and/or exams online or in a proctored environment. This means talking with your instructors about what minimum technical requirements (software and hardware) will be required should your class move online or a student's personal needs dictate. This also includes making plans for internet access at whatever location participation may occur.

Virtual or in-person proctored exams, if your instructor should require them, may result in an additional cost to the student. Please discuss these details with your instructor or see the information provided here.

Face Coverings: Effective July 15, 2020, University System of Georgia institutions, including the University of West Georgia, will require all faculty, staff, students, and visitors to wear an appropriate face covering while inside campus facilities/buildings where six feet social distancing may not always be possible. Face covering use will be in addition to and is not a substitute for social distancing.

Face coverings are not required in campus outdoor settings where social distancing requirements are met. Anyone not using a face covering when required will be asked to wear one or must leave the area.

Reasonable accommodations may be made for those who are unable to wear a face covering for documented health reasons.

Student FAQs: For more information about UWG COVID-19 guidance for students visit the [Student FAQ webpage](#) (<https://www.westga.edu/student-services/health/coronavirus-info/return-to-campus/students-faq-return-to-campus.php>).

Additional Items

Technical assistance with CourseDen

For help with CourseDen (D2L) or general technical assistance in this class:

1) UWG Online Help Desk (Mon - Thur 8am-8pm and until 5pm on Fridays)

online@westga.edu • 678-839-6248 • [Live Chat \(https://app.helponclick.com/help?u=eee85368-d230-4a46-98f8-72c5d6662e84&c=02c6607e-fff7-4385-8724-e676bb21604c\)](https://app.helponclick.com/help?u=eee85368-d230-4a46-98f8-72c5d6662e84&c=02c6607e-fff7-4385-8724-e676bb21604c)

2) [USG 24 hour D2L Help Desk - available 365 days a year!](https://d2lhelp.view.usg.edu/s/) (<https://d2lhelp.view.usg.edu/s/>)

TOLL FREE 1-855-772-0423

TOLL FREE FOR HEARING IMPAIRED 1-800-892-4315

Appropriate adaptive technology (hardware) necessary to use this number.

3) [Click here to search the UWG Online Knowledge Base for FAQs \(https://uwgonline.service-now.com/kb/\)](https://uwgonline.service-now.com/kb/)

- especially see the ["New to Online \(https://uwgonline.service-now.com/kb/?id=new_to_online\)"](https://uwgonline.service-now.com/kb/?id=new_to_online) section